

Registrar of Companies of Sri Lanka

E Registration of a Company in Sri Lanka

Name Reservation User Guide

Home page

Please visit <http://eroc.drc.gov.lk> to access the eRoC system





The banner features the eRoC logo on the left, which includes a stylized 'e' and the text 'eRoC Towards the Business World'. On the right side of the banner, there are two links: 'New User Register' and 'Login'. Below the banner, there are six circular icons arranged in a 2x3 grid, each with a corresponding label below it:

- Check Registered Companies**: Icon of a building.
- Name Reservation**: Icon of a document with a checkmark and a gear.
- Submit Registration Application**: Icon of a document with a checkmark and a pencil.
- View Name Approval Status**: Icon of a document with a checkmark.
- View Registration Status**: Icon of a document with a checkmark.
- My Company Dashboard**: Icon of a bar chart with an upward arrow.

User Registration

Please Create a user in the eRoC System and you may use this user account to create as many companies you wish. And it will be personalized for you. All your records of company creation will be in this login. Please note that you will be provided new user names according to number of directors to maintain the company records.

This login will have no other rights than creating a company.

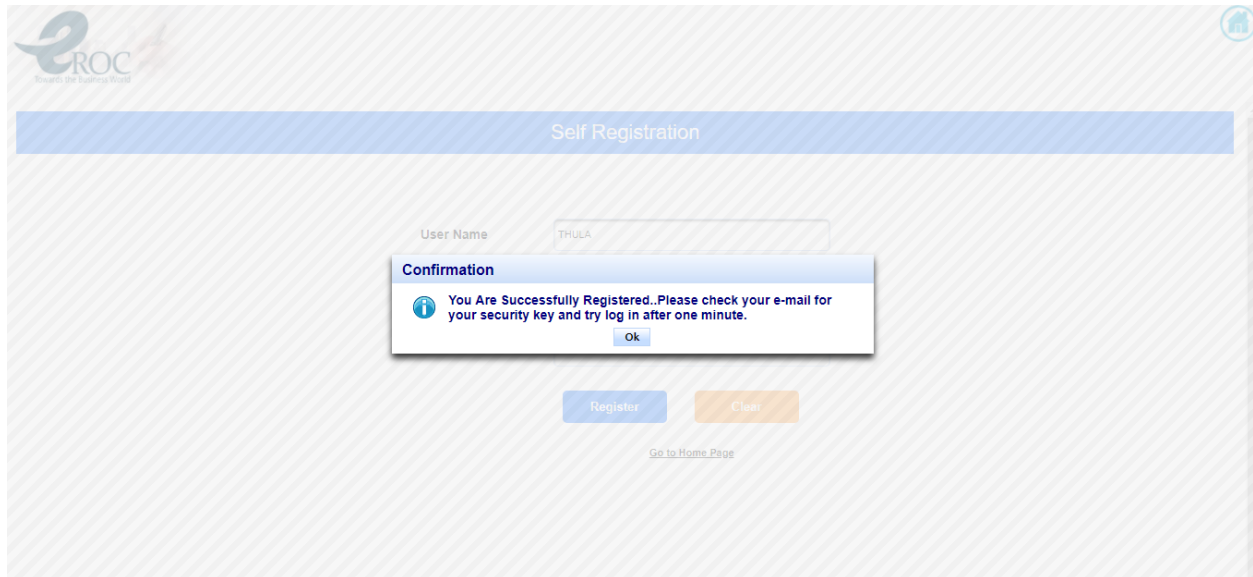


Self Registration

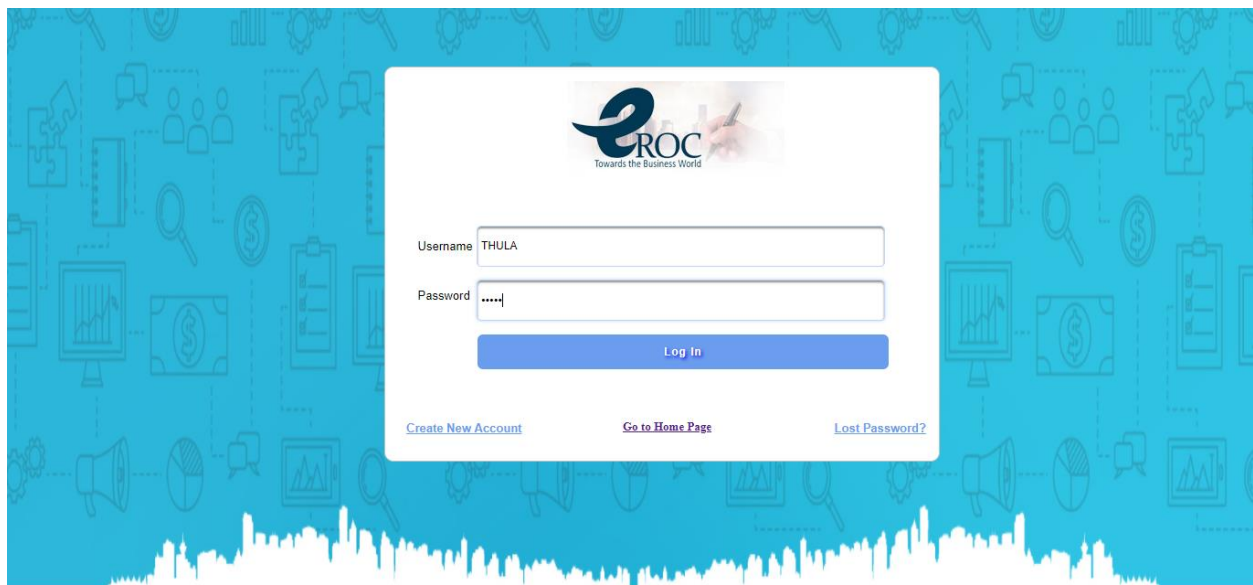
User Name	<input type="text" value="THULA"/>
E-Mail Address	<input type="text" value="thulashiselvaratnam@gmail.com"/>
New Password	<input type="password" value="....."/>
Confirm Password	<input type="password" value="..... "/>

[Go to Home Page](#)

When you create the login, a passcode will be sent to your mail to access the eRoC System



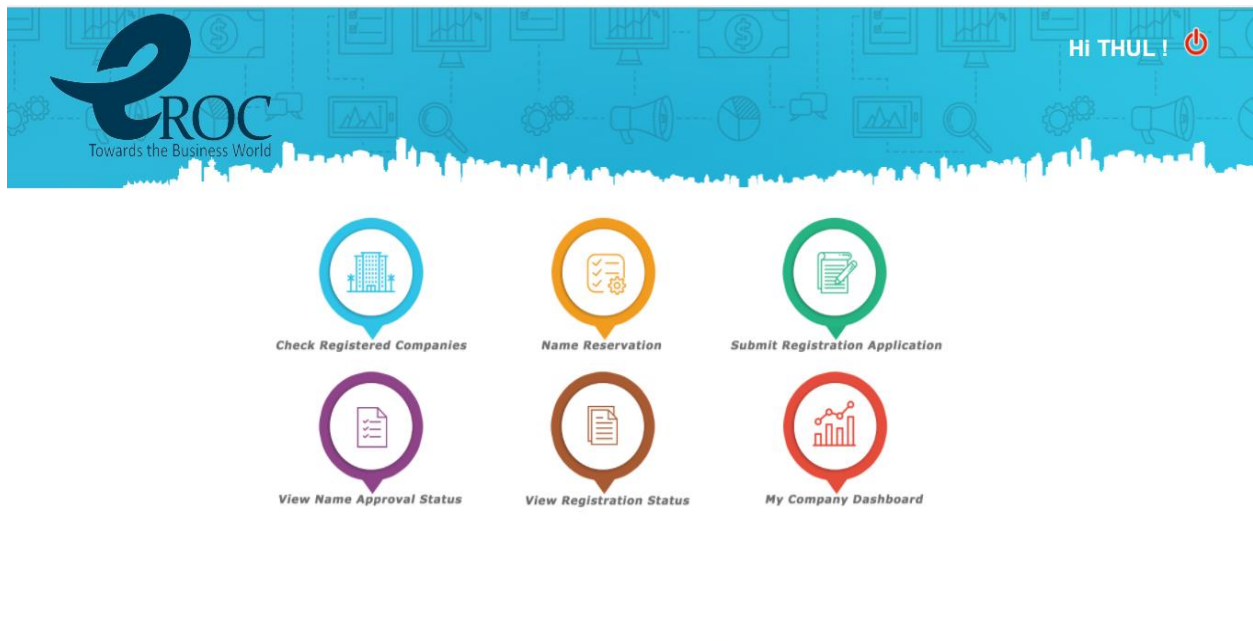
Login Page of the eRoC System



Home page of the eRoC System

You may now select the task that you wish to perform

- 1) Search a company name or a registration number. This is a free service
- 2) Reserve a company name for incorporation. You may need to pay depending on the type of a company
- 3) Incorporate a company with the confirmed Name Reservation Number. Paid Service
- 4) You may see the status of a Name reservation
- 5) You may see the status of a Company Incorporation
- 6) You will be able to access the Dashboard of your activities



Name Reservation



FNP-8

Application For Name Reservation

1 Propose A Name | 2 Personal Details | 3 Directors Details | 4 Secretaries Details | 5 Document Details | 6 Payment And Confirmation

Propose A Name

Get New Name Change Your Company Name

Please tick the Company Type *

- Private
- Guarantee(Licensed under section 32)
- Overseas
- Unlimited
- Public
- Guarantee(Licensed under section 34)
- Offshore

Proposed Company Name *

WISDOM BUSINESS (PVT) LTD



FNP-8

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Propose A Name

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Please tick the Company Type *

- Private
- Guarantee(Licensed under section 32)
- Overseas
- Unlimited
- Public
- Guarantee(Licensed under section 34)
- Offshore

Proposed Company Name *

WISDOM BUSINESS (PVT) LTD

Confirm Company Name

✔ Your Proposed Company Name WISDOM BUSINESS is Valid. Do you want to Continue ?



FNP-8

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Directors Details

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Document Details

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Payment And Confirmation

Propose A Name

Get New Name Change Your Company Name

Please tick the Company Type *

<input checked="" type="radio"/> Private	<input type="radio"/> Public
<input type="radio"/> Guarantee(Licensed under section 32)	<input type="radio"/> Guarantee(Licensed under section 34)
<input type="radio"/> Overseas	<input type="radio"/> Offshore
<input type="radio"/> Unlimited	

Proposed Company Name *

If abbreviation used Please Explain

I authorize an officer of the office of the Registrar of Companies to make the said search on my behalf and I do hear by expressly declare that I absolve the Registrar General of Companies and every officer of his Department from responsibility for any act or omission of the said officer in regard to such search or any information that may be given or omitted to be given by him to me



FNP-8

Application For Name Reservation

1
Propose A Name

2
Personal Details

3
Directors Details

4
Secretaries Details

5
Document Details

6
Payment And Confirmation

Personal Details

Applicant Name *

Address *

Postal Code

Telephone Number * Mobile Number *

Email Address *



FNP-8 **Application For Name Reservation**

1 Propose A Name	2 Personal Details	3 Directors Details	4 Secretaries Details	5 Document Details	6 Payment And Confirmation
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Directors Details

Proposed Director Name:

Address:

Postal Code:

NIC Number:

[Move Back](#) [Save](#) [Clear](#) [Move Next](#)



FNP-8 **Application For Name Reservation**

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---------------------	-----------------------	------------------------	--------------------------	-----------------------	-------------------------------

Secretaries Details

Proposed Secretaries Name:

Address:

Postal Code:

NIC Number:

[Move Back](#) [Save](#) [Clear](#) [Move Next](#)



FNP-8

Application For Name Reservation

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Document Details

If the Proposed Company Name contains a group name or a similar name to a Group name, please tick the following

Consent letter

Choose Upload Cancel

Consent letterV1.pdf

If restricted word are used following documents are needed (These are referred to Minister of Industry and Commerce for approval)

Reasons letter for the restricted word attached

Choose Upload Cancel

Articles of the Association including objects together with initial Share Holder/ Member List

Choose Upload Cancel

Move Back

Move Next

Payment

Press Pay now



Hi THUL ! [Change Password](#)  

FNP-8 Application For Name Reservation

1 Propose A Name	2 Personal Details	3 Directors Details	4 Secretaries Details	5 Document Details	6 Payment And Confirmation
Payment Confirmation					

Online Payment

Payment Description:

Amount (LKR):

[Move Back](#) [Pay Now](#)

[Submit Application](#)

Payment Information

WISDOM BUSINESS (PVT) LTD


Company Type	Applicant Name	Telephone No	Mobile No	Email
PRIVATE	Thulashi Selva	0112366886	0779873415	thulashi.selva@outlook.com

Total Amount LKR: 2.0

- The reservation fee charged by ROC is non-refundable.
- All the payment related information is collected & kept with the relevant banks while the rest of the information that is collected here is for ROC use only.
- You are about to be redirected to a secure connection
- Your payments will be proceed through industry standard Secure Sockets Layer (SSL) with 128-bit encryption key ensuring high safety & security online.

[Pay Now](#)

You will be redirected to the ICTA payment Gateway

 Lanka Government Payment Service

Terms and Conditions.

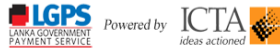
- Refunds that will be made due to service not delivered/cancelled, will be made to original credit/debit card or device.
- Convenience fee charged for the financial services provided through Lanka Gate initiative is not refundable.
- All the payment related information will be collected and kept with the relevant banks while the rest of the user information that had been collected here is for the use of Lanka Gate.


Note: If you wish to use a Debit Card, please make sure that the Debit Card supports on-line payments, and necessary configurations are done. You may contact the issuing bank for verification.

I ACCEPT


*** Choose your Payment Method:**

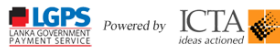
AMEX(NTB IPG) ▼




 Lanka Government Payment Service



Confirm Payment Details

Payment Gateway :	
Description	Amount (LKR)
Amount to be paid :	2.00
Convenience Fee :	0.05
Total Payment Amount :	2.05



After successful payment please submit



Hi THUL ! [Change Password](#)  

FNP-8

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Payment Confirmation

Online Payment

Payment Description	<input type="text" value="For approval of a name of a company (Name Request)"/>
Amount (LKR)	<input type="text" value="2.00"/>

[Move Back](#) [Pay Now](#)

[Submit Application](#)

After the payment is successful please don't forget to submit the documents to the Registrar of Companies by pressing the button- Submit Application